

RFP-11-16
Question and Answers
September 10, 2010

Q1. In Section 2, the proposal preparation instructions describe the Transmittal letter. Section 2.2.1 describes the Agreement with requirements listed in Section 1. Do we need to simply write that broad statement of agreement, or do we need to write specific statements for each of the section 1 items, ie: 1.19 Compliance Certification and 1.20 Equal Opportunity Commitment?

A1. A broad statement of agreement to the requirements in Section 1 is sufficient.

Q2. Regarding insurance liability, section 2.3.5 in the contract. You require \$5 million liability per occurrence. We currently have \$1 million per occurrence, with 2 million aggregate. Can we add the additional insurance IF we get the contract? We will write a statement committing to increasing our liability insurance if we get the contract.

A2. Attachment B is a sample contract that covers all procurements. The contract with the selected respondent will be negotiated at the time of award and made to fit this scope of work. Only those clauses marked as mandatory in Section 2.3.5 of the RFP document must remain firm.

Q3. What companies does the State expect to submit a proposal?

A3. The State has no true measure to guarantee proposal submission from any vendor. However, DCS has previously communicated with Foster Parent College before the issuance of this RFP. Northwest Media, Inc. submitted formal written questions.

Q4. It is our understanding that the State currently uses a pre-service training developed by the Institute for Human Services, with funding from the Ohio Department of Human Services (and other groups). Is it possible to use this training as a model when developing online training modules? I ask because this training appears to be copyrighted.

A4. The process and procedures for how the pre-service training is structured is copyrighted by the Institute for Human Services (we have their permission to use the curriculum). However, the material trained in the sessions is information available to the general public.

Q5. It is also our understanding that the State is considering a change in how in-person training is provided for pre-service training. Will any changes in curriculum / requirements be available to those creating the online modules to ensure its complementary nature?

A5. The online training will be used in conjunction with both pre-service and in-service training offered to resource parents. See section 2.4.7 of the RFP to see our expectation of the training content of the modules.

Q6. Is it the State's intent to have the pre-service online trainings be used in lieu of in-person trainings, or to be developed as a supplement (e.g., as part of in-person training, or in case a potential parent misses a particular class due to other obligations)? I ask because in addition to potential foster parents learning a lot from the interactions with other foster parents (something that could be included as part of an online course), the foster parent trainers are able to identify the potential "fitness" for a particular applicant of a foster parent license (something more difficult to incorporate into an online curriculum).

A6. The format of pre-service and in-service resource parent training is still in the development phase; however, it will include a combination of classroom and online training.

Q7. How many online training modules does the State envision for this RFP? That is, do you envision a full complement of modules that will provide a full pre-service training certificate? Or are you looking for select models that would complement what is provided by in-person training? I ask this so that we can budget accordingly.

A7. The format of pre-service and in-service resource parent training is still in the development phase; however, it will include a combination of classroom and online training. See section 2.4.7 of the RFP to see our expectation of the training content of the modules.

Q8. Does this RFP have a set limit on the indirect cost allowable? This is a question I will be asked as I consider moving the grant through the university system.

A8. We do not have a set limit on indirect costs allowable in the RFP. In general, DCS looks at a range of indirect costs between 15% and 25% as reasonable.